



Los Angeles County AUDIT COMMITTEE

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ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

December 06, 2011

8 December 6, 2011

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

Dear Supervisors:

SUNSET REVIEW FOR THE CITIZENS' ECONOMY AND EFFICIENCY COMMISSION (ALL SUPERVISORIAL DISTRICTS) (3 VOTES)

SUBJECT

Request to extend the sunset review date for the Citizens' Economy and Efficiency Commission.

IT IS RECOMMENDED THAT YOUR BOARD:

Approve introduction of an ordinance extending the Citizens' Economy and Efficiency Commission sunset review date to July 1, 2016.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The Citizens' Economy and Efficiency Commission (CEEC) was established by the Board of Supervisors (Board) under Los Angeles County Code Chapter 3.16. The Board approved the most recent sunset review extension on April 10, 2007, which expired on July 1, 2011.

The CEEC examines various functions of County government at the request of the Board or on its own initiative, and makes recommendations to the Board to improve government economy, efficiency, and effectiveness.

During this review period, the Commission noted the following accomplishments:

- Reviewing the effectiveness of the County's new governance structure, and making eight recommendations to improve the structure and enhance the delivery of County services.

- Assessing the County's strategic planning process, and making six recommendations to promote strategic planning success throughout the County.
- Reviewing the County's Civil Service and Human Resource Management operations, and making 15 recommendations to improve operations.

FISCAL IMPACT/FINANCING

Commissioners are not compensated for their service. For Fiscal Year 2009-10, the Commission spent approximately \$270,000 for two full-time staff and \$3,000 for services and supplies.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The Commission has 21 members; four appointed by each Supervisor and the Foreperson of the preceding year's Los Angeles County Grand Jury. The CEEC met 33 times between January 2008 and June 2011 (approximately nine times a year), with an average attendance of 11.9 (57%) members. The County Code specifies the Commission is required to meet monthly unless canceled by the Chair if there are no items to discuss. Commissioners are also required to attend CEEC task force meetings.

The Commission recognizes its low average attendance, and is actively working to improve it by sending email and telephone reminders one week prior to scheduled meetings, and providing absence notifications to Commissioners who miss three consecutive meetings. Although the Commission's average attendance was low, the Commission successfully fulfilled its duties.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

For the next evaluation period, the Commission's objectives are to:

- Determine the feasibility of automating the business license permit application process.
- Determine the progress made by the Department of Public Social Services and District Attorney's Office in implementing the Child Care Welfare Fraud Control Plan, as recommended by the CEEC in October 2006.
- Conduct a study to determine the benefits of expanding video arraignment technology to more jail facilities.

The Honorable Board of Supervisors

12/6/2011

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Respectfully submitted,

A handwritten signature in black ink that reads "Lori Glasgow". The signature is written in a cursive, flowing style.

LORI GLASGOW

Chair

LG:vn

Enclosures

c: Isaac D. Barcelona, Chair, Citizens' Economy
and Efficiency Commission
Edward Eng, Executive Director, Citizens'
Economy and Efficiency Commission
Wendy L. Watanabe, Auditor-Controller
Sachi A. Hamai, Executive Officer of the Board
Janet Logan, Chief of Board Operations
Angie Johnson, Chief of Commission Services



**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 525
LOS ANGELES, CALIFORNIA 90012-3873
PHONE: (213) 974-8301 FAX: (213) 626-5427

WENDY L. WATANABE
AUDITOR-CONTROLLER

ASST. AUDITOR-CONTROLLERS

ROBERT A. DAVIS
JOHN NAIMO
JAMES L. SCHNEIDERMAN
JUDI E. THOMAS

October 11, 2011

TO: Audit Committee

FROM: Wendy L. Watanabe
Auditor-Controller

A handwritten signature in cursive script, reading "Wendy L. Watanabe", written over the printed name and title.

SUBJECT: **SUNSET REVIEW FOR THE LOS ANGELES COUNTY CITIZENS'
ECONOMY AND EFFICIENCY COMMISSION**

RECOMMENDATION

The Audit Committee recommend to the Board of Supervisors (Board) to extend the Los Angeles County Citizens' Economy and Efficiency Commission's (CEEC or Commission) sunset review date to July 1, 2016.

BACKGROUND

The Board established and has continued the CEEC pursuant to Los Angeles County Code Chapter 3.16. The Board approved the most recent sunset review date extension in April 2007.

The CEEC examines various functions of County government at the request of the Board or on its own initiative, and makes recommendations to the Board to improve government economy, efficiency, and effectiveness.

The Commission has 21 members, four appointed by each Supervisor and the Foreperson of the preceding year's Los Angeles County Grand Jury. The Commission is required to meet monthly, but the Chair can cancel a meeting if there are no items that require action. Commissioners are also required to attend CEEC task force meetings. Commissioners are not compensated for their service. For Fiscal Year 2009-10, the Commission spent approximately \$270,000 for two full-time staff, and \$3,000 for services and supplies.

JUSTIFICATION

The CEEC met 33 times between January 2008 and June 2011 (approximately nine times a year), with an average attendance of 11.9 (57%) members. The Commission recognizes its low average attendance, and is actively working to improve it by sending email and telephone reminders one week prior to scheduled meetings, and providing absence notifications to Commissioners who miss three consecutive meetings. Although the Commission's average attendance was low, the Commission successfully fulfilled its duties.

During this review period, the Commission's accomplishments included:

- Reviewing the effectiveness of the County's new governance structure, and making eight recommendations to improve the structure and enhance the delivery of County services.
- Assessing the County's strategic planning process, and making six recommendations to promote strategic planning success throughout the County.
- Reviewing the County's Civil Service and Human Resource Management operations, and making 15 recommendations to improve the operations.

The Commission's objectives for the next review period are to:

- Determine the feasibility of automating the business license permit application process.
- Determine the progress made by the Department of Public Social Services and District Attorney's Office in implementing the Child Care Welfare Fraud Control Plan, as recommended by the CEEC in October 2006.
- Conduct a study to determine the benefits of expanding video arraignment technology to more jail facilities.

Please call me if you have any questions, or your staff may contact Robert Campbell at (213) 253-0101.

WLW:JLS:RGC:TK

Attachment

c: Isaac D. Barcelona, Chair, Citizens' Economy and Efficiency Commission
Edward Eng, Executive Director, Citizens' Economy and Efficiency Commission
Janet Logan, Chief, Board Operations
Angie Johnson, Chief, Commission Services

COMMISSION SUNSET REVIEW
LOS ANGELES COUNTY CITIZENS' ECONOMY AND EFFICIENCY COMMISSION
REVIEW COMMENTS

Mission. (Does the mission statement agree with the Board of Supervisors' purpose and expectations?)

The stated mission is as set forth in the ordinance establishing the Commission.
CONCUR

Section 1. Relevance. (Is the mission still relevant and in agreement with the Board of Supervisors' purpose and expectations?)

The CEEC examines various functions of County government at the request of the Board or on its own initiative, and makes recommendations to the Board to improve government economy, efficiency, and effectiveness.

The Commission's mission appears to be **RELEVANT**.

Section 2. Meetings and Attendance. (Are required meetings held and is attendance satisfactory?)

The CEEC met 33 times between January 2008 and June 2011 (approximately nine times a year), with an average attendance of 11.9 (57%) members. The Commission recognizes its low average attendance, and is actively working to improve it by sending email and telephone reminders one week prior to scheduled meetings, and providing absence notifications to Commissioners who miss three consecutive meetings. Although the Commission's average attendance was low, the Commission successfully fulfilled its duties.

The Commission's meeting frequency is **SATISFACTORY**, while the Commission's attendance is **UNSATISFACTORY**.

Sections 3 and 4. Accomplishments and Results. (Are listed accomplishments and results significant?)

During this review period, the Commission's accomplishments included:

- Reviewing the effectiveness of the County's new governance structure, and making eight recommendations to improve the new structure and enhance the delivery of County services.
- Assessing the County's strategic planning process, and making six recommendations to promote strategic planning success across the County.

- Reviewing the County's Civil Service and Human Resource Management operations, and making 15 recommendations to improve the operations.

The Commission's accomplishments and results are **SIGNIFICANT**.

Section 5. Objectives. (Are the objectives compatible with the mission and goals, and relevant within the current County environment?)

The Commission's objectives for the next review period are to:

- Determine the feasibility of automating the business license permit application process.
- Determine the progress made by the Department of Public Social Services and the District Attorney's Office in implementing the Child Care Welfare Fraud Control Plan, as recommended by the CEEC in October 2006.
- Conduct a study to determine the benefits of expanding video arraignment technology to more jail facilities.

The Commission's future objectives appear **RELEVANT**.

Section 6. Resources. (Are the resources utilized by the entity in support of the entity's activities warranted in terms of the accomplishments and results?)

Commissioners are not compensated for their service. For Fiscal Year 2009-10, the Commission spent approximately \$270,000 for two full-time staff, and \$3,000 for services and supplies.

The Commission's expenses appear to be **WARRANTED**.

Section 7. Recommendation.

EXTEND THE SUNSET REVIEW DATE FOR THE LOS ANGELES COUNTY CITIZENS' ECONOMY AND EFFICIENCY COMMISSION TO JULY 1, 2016.